



Bureau of Security and Investigative Services

P.O. Box 989002
West Sacramento, CA 95798-9002
(916) 322-4000



APPLICATION FOR LICENSE

☐ **ALARM COMPANY AGENT**

TOTAL DUE - \$76.00

☐ **LOCKSMITH EMPLOYEE**

TOTAL DUE- \$79.00

For Department Use Only

Application ID

Receipt #

License #

IMPORTANT INSTRUCTIONS:

1. Read all instructions contained in this application including information on the reverse side of this page.
2. This application must be accompanied by **all** of the following:
 - Submit two (2) completed fingerprint cards (FD-258) for processing.
 - Application processing fee; and Fingerprint processing fee.
3. Send check or money order made payable to the Bureau of Security and Investigative Services.
4. Submit a completed application with all requirements and fees to the address above.
5. All information is mandatory and is required under Business and Professions Code Sections 7598.4 and 7598.6 and Labor Code Section 432.7.

PLEASE PRINT OR TYPE

Last	First	Middle
1. Name		
2. Social Security Number	3. Date of Birth <div style="display: flex; justify-content: space-between; font-size: small;"> Month Date Year </div> <div style="text-align: center; margin-top: 5px;">/ /</div>	
4. Home Address <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Number and Street or Post Office Box Number City State Zip </div>		
5. Home Telephone <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Area Code Telephone Number </div>	6. Employer Work Telephone <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Area Code Telephone Number </div>	
7. Employer Name	8. Employer License Information <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Number Expiration Date </div>	
8. Employer Work Address <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Number and Street or Post Office Box Number City State Zip </div>		
9. Have you ever been arrested and convicted of any crime, or entered a plea of nolo contendere? YES <input type="checkbox"/> NO <input type="checkbox"/>		
<p>This item includes misdemeanors and felonies regardless of the length of time that has lapsed since their occurrence. Minor traffic violations resulting in a fine of \$499 or less do not need to be disclosed. Convictions dismissed MUST be disclosed. If yes, attach a written explanation to describe the circumstances that led to the arrest and resulted in conviction or a lesser charge.</p>		
10. Have you ever been licensed as an alarm company agent or a locksmith employee? <input type="checkbox"/> NO <input type="checkbox"/> YES, enter license _____		
11. My first day on duty was or will be: <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> Month Date Year </div> <div style="text-align: center; margin-top: 5px;">/ /</div>		
12. I DECLARE UNDER PENALTY OF PERJURY, UNDER THE LAWS OF THE STATE OF CALIFORNIA, that all statements on this application are true and correct, with full knowledge that all statements herein are subject to investigation and that any false, dishonest, or incomplete answers to any questions on the application may be grounds for denial or subsequent revocation of my license.		
Signature _____		Date _____
NOTICE: This temporary license expires 120 days from the date signed unless extended by the Director of Consumer Affairs.		

INFORMATION ABOUT APPLICATION ALARM COMPANY AGENT/LOCKSMITH

Every person employed by a licensed alarm company operator/locksmith to provide services must have a work permit or a license issued by the Bureau of Security and Investigative Services. (BSIS)

Every alarm company agent employed by an alarm company operator who carries a firearm must possess an exposed firearm permit issued by BSIS.

A FIREARM MAY NOT BE CARRIED WITH A TEMPORARY WORK PERMIT.

IF YOU HAVE BEEN CONVICTED OF A CRIME, A TEMPORARY WORK PERMIT CANNOT BE ISSUED TO YOU AND YOU CANNOT BE ASSIGNED TO WORK UNTIL YOU RECEIVE A LICENSE FROM THE BUREAU. (Business and Professions Code Section 7498-7 (a) (b) & 6980.42 (c).)

Alarm company agents who respond to alarm systems must complete a course in the Exercise of the Powers to Arrest. Evidence of completion of the Powers to Arrest course shall be maintained in the licensee's employee records and made available to the bureau upon requests.

Be sure to answer **all** questions completely and truthfully. Any omission or false statement on the application may constitute grounds for denial or subsequent revocation of the license.

A License may be denied to any person who makes a false statement or who has been convicted of any crime or act substantially related to the functions or duties of an alarm company agent/locksmith. However, the bureau will consider evidence of rehabilitation.

Upon completion of the application, remove the temporary work permit (pink copy) and keep it on your person as evidence that you have submitted an application for an alarm company agent or locksmith employee. You **CANNOT** keep the temporary registration if you have been convicted of a crime (see above). This temporary registration expires 120 days from the date signed unless extended by the Director of the Department of Consumer Affairs.

NOTICE TO EMPLOYER: DO NOT ISSUE ANOTHER TEMPORARY WORK PERMIT IF THIS HAS EXPIRED.

Upon issuance of a license you must notify the Bureau of any change of address within 30 days of the change (Business and Professions Code Section 7587.14). If you do not, you may be assessed an administrative fine of \$15. Pursuant to Section 7599.59, a license shall not be renewed until all fines have been paid.

Per California Civil Code, Section 1798.17 (Information Practices Act), the chief of the bureau is responsible for maintaining the information in this application. This information may be transferred to other governmental and enforcement agencies, unless the records are exempt by Section 1798.40 of the Civil Code.